



Bring Your Own Device Student Agreement

The use of technology to provide educational material is not a right but a privilege. A student does not have the right to use his or her device (as defined below) while at school. When abused, privileges will be taken away.

Students and parents/guardians participating in BYOD must adhere to the Student Code of Conduct, as well as all school policies, particularly *Student Network Guidelines*, which are attached to this BYOD Agreement.

Definition of “Device”

For purposes of this agreement, “device” refers to a personal and/or privately owned laptop or tablet that can be used for accessing the internet, running Office 365 products, and other education resources. Cell phones, iPads, smart watches, Kindles, and other personal devices capable of connecting to the internet are also subject to this BYOD Agreement.

Internet

- Internet access is only allowed through the SHS-PUBLIC wireless network.
- Personal devices are not permitted to be used to access outside internet sources at any time while at school. Accessing the internet at school in any way other than through the SHS wireless network is considered a disciplinary infraction and will be treated as such.
- Accessing the wireless school network using a virtual private network (VPN) is not allowed.

Responsibility for Devices

Security and Damages

- School personnel assume no responsibility for devices if they are lost, damaged, or stolen.
- Protective cases and extended warranties for devices are highly encouraged.
- Students must keep their devices secure at all times and not share them or loan them to others.
- Devices and accessories (charger, pen, case) must be clearly labeled with the student’s name.
- Devices must have a secure password or passcode.

Setup and Maintenance

- Each student is responsible for the setup and maintenance of their device.
- Students should come to school with their device fully charged.

Cell Phone & Smart Watch Usage

- Cell phones and smart watches are not allowed to be used by students during the school day. They must be turned off and stored in a Yondr Pouch, except with the explicit permission of their teacher.
- **Each student who brings a cell phone and/or smart watch will need to purchase a Yondr pouch for \$30 from the school, the cost will be assessed on your school admin account.**
- Students are responsible for maintaining the Yondr pouch daily.
- If the Pouch is lost or damaged, a replacement one must be purchased from the school.
- Any student in possession of a cell phone or smart watch outside a Yondr Pouch during the school day, will have the device confiscated and turned in to the Fronk Desk.
 - 1st Offense- parent/guardian will have to come get phone from the Fronk Desk.
 - 2nd Offense- After school detention- 30 minutes



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- 3rd Offense- After school detention- 60 minutes and meeting with Administration, the student, and parents/guardians.

Additional Usage Guidelines

- No photos, audio recordings, or videos are permitted while on school property except with explicit permission from a teacher and for educational purposes.
- Printing from personal devices is not possible at school.

Acceptable Use Locations

Locations	Use
Classrooms	As directed by teachers
Hallways, Bathrooms, and at Recess	Not Permitted
Before or After School ESS	As directed by ESS Staff

Acceptable Use Policy

- A student who gains access to any inappropriate or harmful material is expected to discontinue access and to report the incident immediately to a teacher or staff member.
- A student who knowingly brings prohibited materials into the school's electronic environment will be subject to suspension of access and/or revocation of privileges on the SHS network system. The student will also be subject to further disciplinary action in accordance with the Student Code of Conduct.

Subject to Monitoring

- Any device is subject to examination if there is reason to believe that school rules or guidelines have been violated.
- Students shall have no expectation of privacy when using a device at or during school.
- SHS computer/network/Internet usage shall not be considered confidential and is subject to monitoring by staff at any time to ensure appropriate use.
- Students should not use their school assigned email address and office 365 storage to send, receive, or store any information, including email messages, which they consider personal or confidential. SHS reserves the right to access, review, copy, modify, delete, or disclose such files for any purpose.

Consequences of Agreement Violation

- Any violation of this BYOD Agreement or the guidelines may result in revocation of the student's access to the computer/network/Internet, regardless of the success or failure of the attempt.
- In addition, school disciplinary and/or appropriate legal action may be taken.

These guidelines apply to both school-provided computers and personal devices brought on campus.

Personal Safety

1. I will not post personal contact information about myself or other people without the permission of my parents and teacher. Personal contact information includes but is not limited to my photo, address, or telephone number.
2. I will not agree to meet with someone I have met online without my parent's approval.



Student Network Guidelines

3. I will promptly disclose to my teacher or other school staff any message I receive that is inappropriate.

Illegal Activities

1. I will not attempt to gain unauthorized access to SHS network resources or to any other computer system to go beyond my authorized access for browsing or any other purpose. This includes attempting to log in through another person's account or access another person's files.
2. I will not make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses or by any other means.
3. I will not alter hardware or software setups on any SHS computer resources.

Security

1. I am responsible for my individual account and should take all reasonable precautions to prevent others from being able to use my account.
2. I will immediately notify a staff member if I have identified a possible security problem.
3. I will report suspicions of viruses, phishing, and spam and do my best to prevent their spread.

Inappropriate Language

1. I will not use inappropriate, threatening, or disrespectful language.
2. I will not engage in personal attacks, post false information, or harass others. Harassment is persistently acting in a manner that distresses or annoys another person. If I am told by a person to stop sending them messages, I will stop.
3. Restrictions against inappropriate language apply to public messages, private messages, and material created for assignments.

Respect for Privacy

1. I will not repost a message that was sent to me privately without permission of the person who sent me the message.
2. I will not post private information about another person.

Respecting Resource Limits

1. I will use the technology at school only for educational purposes.
2. I will not engage in "spamming." Spamming is sending an annoying or unnecessary message to a large number of people.
3. I will not download or use games, pictures, video, music, instant messaging, e-mail, or file sharing applications, programs, executables, or anything else unless I have direct authorization from a teacher.
4. I will not use stream sites such as (but not limited to) Netflix, YouTube, or Spotify unless I have been given direct authorization from a teacher or other staff member.
5. I understand that SHS staff may monitor and access any equipment connected to SHS network resources and my computer activity.

Plagiarism and Copyright Infringement

1. I will not plagiarize work that is not my own. Plagiarism is taking the ideas or writings of others and presenting them as if they were my own.



Student Network Guidelines

2. I will not use AI produced work and present it as my own. If I have explicit permission from my teacher to use AI, I will include a disclaimer about the tool I used and how I used it when I submit my work.
3. I will respect the rights of copyright owners. Copyright infringement occurs when I inappropriately reproduce a work that is protected by copyright. If I am confused by copyright law, I will ask a teacher to answer my questions.

Inappropriate Access to Material

1. I will not use SHS network resources to access or store material that is profane or obscene (e.g., pornography), that advocates illegal acts, that advocates violence or discrimination, or that is in any other way offensive, inappropriate or against the values of SHS.
2. I will not use the SHS Public Network to access any material that I would reasonably think my parents would find to be inappropriate.
3. If I mistakenly access inappropriate information, I will immediately tell my teacher or an administrator and will not attempt to access the inappropriate information again.
4. I understand that internet access is provided for support of classroom assignments, and I will not attempt to surf anonymously or modify the computer in any way to allow me access to websites or applications I am not authorized to use.

If I have knowledge of someone else breaking these Network Guidelines, I will let an SHS staff member know.

Student and Parent/Guardian Agreement Form

I understand and will abide by the BYOD Agreement and the Student Network Guidelines. I further understand that any violation is unethical and may result in the loss of my network and/or laptop privileges as well as other disciplinary actions. Consequences may include:

1. Notice sent home to parents.
2. Loss of the device for a class period.
3. Loss of the device for the rest of the school day.
4. Meeting with parents.
5. Device blocked from the Wi-Fi network.

Printed Name of Student

Signature of Student

Date

I have reviewed and discussed this document with my child. My child understands the expectations and responsibilities associated with the proper care and handling of personal electronic devices while at school. My child is clear that the consequences of not upholding his/her responsibilities may result in disciplinary actions in accordance with the Student Code of Conduct. I further understand that any student-owned device brought to



BYOD Agreement & Student Network Guidelines

school is the responsibility of the student. SHS takes no responsibility to search for lost or stolen devices nor is there any financial responsibility by SHS for damaged, lost, or stolen personal computing devices.

Printed Name of Parent/Guardian

Signature of Parent/Guardian

Date

There may be multiple computers that look the same in the classroom. To help teachers with identification, please clearly label your device. In addition, provide the following identifying information.

Type of device: _____

Serial number of device: _____

Identifying marks/labels on device: _____